
**JUSTICE CABINET DEPARTMENT OF CORRECTIONS
JOB OPPORTUNITY ANNOUNCEMENT
AN EQUAL OPPORTUNITY EMPLOYER M/F/D**

The jobs listed below are posted on the Kentucky Personnel Cabinet's web site,
which can be accessed at: www.personnel.ky.gov

May 27, 2016

ADMINISTRATIVE ASSISTANT—(Oldham County—Roederer Correctional Complex)—Grade 9—(\$1945.50 - \$2577.30) MINIMUM REQUIREMENTS: High school graduate. Must have three years of experience in business, administrative work, research, or clerical experience. College will substitute for the required experience on a year-for-year basis.

ADMINISTRATIVE BRANCH MANAGER—(Franklin County – Central Office)—Grade 16—(\$3553.88 - \$4707.96) MINIMUM REQUIREMENTS: Graduate of a college or university with a bachelor's degree. Must have five years of professional administrative experience. A master's degree in public or business administration or a related field will substitute for one year of the required experience. Additional administrative or research experience will substitute for the required education on a year-for-year basis.

CLASSIFICATION & TREATMENT OFFICER I—(Oldham County- Roederer Correctional Complex)—Grade 12—(\$2589.26 - \$3430.10) MIN REQUIREMENTS: Graduate of a college or university with a bachelor's degree.

CORRECTIONAL CAPTAIN I—(Oldham County –Kentucky State Reformatory) Grade 12—(\$3000.00 - \$3430.10) MINIMUM REQUIREMENTS: High School graduate. Must have three years of experience in corrections, law enforcement, criminal justice or social work dealing with rehabilitation of offenders. At least one year of the experience must have been in a supervisory capacity in a custodial security setting. An associate's degree from a college or university in corrections, criminal justice, law enforcement or a related field will substitute for six months of the required non-supervisory experience. A bachelor's degree from a college or university in corrections, criminal justice, law enforcement or a related field will substitute for one year of the required non-supervisory experience. Must be 21 years of age.

CORRECTIONAL LIEUTENANT- (Oldham County – Kentucky State Reformatory) Grade 11—(\$2750.00 - \$3118.28) MIN REQUIREMENTS: High school graduate. Must have 2 years of experience in corrections, law enforcement, criminal justice, or social work dealing with the rehabilitation of offenders. An associate's degree from a college or university in corrections, criminal justice, law enforcement, or a related field will substitute for 6 months of the required non-supervisory experience. A bachelor's degree from a college or university in corrections, criminal justice, law enforcement or a related major field will substitute for 1 year of the required non-supervisory experience. Must be 21 years of age.

CORRECTIONAL LIEUTENANT- (Lyon County – Western Kentucky Correctional Complex) Grade 11—(\$2750.00 - \$3118.28) MIN REQUIREMENTS: High school graduate. Must have 2 years of experience in corrections, law enforcement, criminal justice, or social work dealing with the rehabilitation of offenders. An associate's degree from a college or university in corrections, criminal justice, law enforcement, or a related field will substitute for 6 months of the required non-supervisory experience. A bachelor's degree from a college or university in corrections, criminal justice, law enforcement or a related major field will substitute for 1 year of the required non-supervisory experience. Must be 21 years of age.

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CORRECTIONAL SERGEANT—THREE POSITIONS: (Oldham County – Kentucky State Reformatory) Grade 10—(\$2500.00 - \$2834.88) MIN REQUIREMENTS: High school graduate. Must have 1 year of experience in corrections, law enforcement, criminal justice or social work dealing with the rehabilitation of offenders. An associate's degree from a college or university in corrections, criminal justice, law enforcement or a related field will sub. for 6 months of the required experience. A bachelor's degree from a college or university in corrections, criminal justice, law enforcement or a related major field will substitute for 1 year of required experience. Must be 21 years of age.

CORRECTIONAL SERGEANT— (Oldham County – Roederer Correctional Complex) Grade 10—(\$2500.00 - \$2834.88) MIN REQUIREMENTS: High school graduate. Must have 1 year of experience in corrections, law enforcement, criminal justice or social work dealing with the rehabilitation of offenders. An associate's degree from a college or university in corrections, criminal justice, law enforcement or a related field will sub. for 6 months of the required experience. A bachelor's degree from a college or university in corrections, criminal justice, law enforcement or a related major field will substitute for 1 year of required experience. Must be 21 years of age.

CORRECTIONS UNIT ADMINISTRATOR I—(Oldham County— Luther Luckett Correctional Complex) — Grade 13—(\$2848.22 - \$3791.68) MINIMUM REQUIREMENTS: Graduate of a college or university with a bachelor's degree. Must have 2 years of experience in corrections, law enforcement, criminal justice or social work dealing with the rehabilitation of offenders. A master's degree in corrections, criminal justice, law enforcement, social work, sociology, counseling and guidance or a related field will substitute for 1 year of the required experience. Additional experience in corrections, law enforcement, criminal justice or social work dealing with the rehabilitation of offenders will substitute for the education on a year-for-year basis.

CORRECTIONS UNIT ADMINISTRATOR II—(Oldham County —Luther Luckett Correctional Complex)—Grade 14—(\$3133.00 - \$4150.30) MIN. REQUIREMENTS: Graduate of a college or university with a bachelor's degree. Must have 3 years of experience in corrections, law enforcement, criminal justice or social work dealing with the rehabilitation of offenders, including 1 year of supervisory experience in a custodial setting. A master's degree in corrections, law enforcement, social work, sociology, counseling and guidance or related field will substitute for 1 year of the non-supervisory experience. Additional experience in corrections, law enforcement, criminal justice, or social work dealing with the rehabilitation of offenders will substitute for the education on a year-for-year basis.

DEPUTY WARDEN—(Shelby County —Kentucky Correctional Institution for Women)—Grade 17—(\$4169.54 - \$5523.96) MIN REQUIREMENTS: Graduate of a college or university with a bachelor's degree. Must have 4 years of administrative experience in corrections or law enforcement and 2 years of experience in the supervision of employees. A master's degree will substitute for 1 year of the correctional admin or related experience. Additional admin experience in corrections, law enforcement or a related field will substitute for the education on a year-for-year basis.

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ELECTRICIAN LICENSED SUPERVISOR—(Oldham County —Roederer Correctional Complex)—Grade 12—(\$2589.26 - \$3215.72) MINIMUM REQUIREMENTS: Must have five years of experience as an electrician. Related vocational or technical school training will substitute for the experience on a year-for-year basis.

MECHANICAL MAINTENANCE & OPERATIONS TECHNICIAN III— (Lyon County – Western Kentucky Correctional Complex) Grade 10—(\$2139.80 - \$2834.88) MINIMUM REQUIREMENTS: High school graduate. Must have 4 years of experience in the maintenance and/or repair of air conditioning, heating, refrigeration, ventilation or electrical systems. Formal training in 1 of the above or related fields will sub for the experience on a year-for-year basis. Experience in 1 of the above or related fields will sub for the education on a year-for-year basis

OFFICE SUPPORT ASSISTANT II-(Barren County- Probation & Parole) Grade 8— (\$1658.16 - \$2196.52) MINIMUM REQUIREMENTS: High school graduate. Must have two years of office support experience. Additional education will substitute for the required experience on a year-for-year basis.

OFFICE SUPPORT ASSISTANT II-(Oldham County- Roederer Correctional Complex) Grade 8—(\$1768.70 - \$2342.96) MINIMUM REQUIREMENTS: High school graduate. Must have two years of office support experience. Additional education will substitute for the required experience on a year-for-year basis.

PROBATION AND PAROLE OFFICER- (Henderson County—Probation & Parole) - GRADE: 12 – (\$2427.44 - \$3215.72) MINIMUM REQUIREMENTS: Graduate of a college or university with a bachelor's degree. Must be 21 years of age.

PROPERTY OFFICER II—(Oldham County—Luther Luckett Correctional Complex)—Grade 10—(\$2006.08 - \$2657.70) MIN REQUIREMENTS: Graduate of a college or university with a bachelor's degree. Must have 1 year of experience in the inventory, control, sales or disposal, or acquisition of property or a related field. Additional experience in the above or related fields will substitute for the education on a year-for-year basis.

Recurring Positions:

CORRECTIONAL OFFICER- (Bell, Boyle, Elliott, Fayette, Lyon, Morgan, Muhlenberg, Oldham, & Shelby counties) —Grade 9-(\$2200 - \$2,416.22)

MIN. REQUIREMENTS: High School or GED. Must be 21 years of age.

**PERSONNEL CABINET
STATE OFFICE BUILDING, 1ST FLOOR
501 HIGH STREET
FRANKFORT, KENTUCKY 40601**

All applicants must complete an application on Personnel Cabinet's Career Opportunities System (COS) and apply for the vacancies in which they are interested in being considered. Applicants should be aware that in COS, they **apply for each vacancy through separate on-line application actions**. Paper applications are no longer accepted by Personnel Cabinet. This differs from the previous paper-based application system in that applicants no longer remain on registers once they are approved for a classification. Qualified applicants are considered only for those jobs to which he/she has applied.

To get more information about the Career Opportunities System including how to apply for jobs, please visit <http://Careers.KY.GOV> For questions regarding Applications, Counseling, or Registers, please call Personnel Cabinet, (502) 564-8030.

****IMPORTANT****

The Department of Corrections is not liable for the aforementioned information. This listing is provided to departmental employees as a courtesy. For official information of availability, grade and salary information, and minimum requirements, please visit the Personnel Cabinet website at www.personnel.ky.gov.